

	JUSTICE CABINET DEPARTMENT OF JUVENILE JUSTICE POLICY AND PROCEDURES	REFERENCES: 505 KAR 1:140 3-JDF-1B-21; 5C-05, 06
CHAPTER: Detention Services		AUTHORITY: KRS 15A.065
SUBJECT: Youth Work Details		
POLICY NUMBER: DJJ 720.4		
TOTAL PAGES: 2		
DATE ISSUED: July 15, 2005		EFFECTIVE DATE: 02/03/06
APPROVAL: Bridget Skaggs Brown		, COMMISSIONER

I. POLICY

Work detail shall be considered a part of normal daily living activities and shall help youth learn that such routines are necessary as part of everyday life. Youth shall have the right to not participate in uncompensated work assignments unless the work is related to housekeeping or maintenance of facility or its grounds or personal hygienic needs.

II. APPLICABILITY

This policy shall apply to all state-operated detention centers.

III. DEFINITION

“Work Detail” means daily work and chore assignments related to housekeeping, maintenance of the facility or its grounds, or personal hygiene needs.

IV. PROCEDURES

- A. Standard Operating Procedures shall be developed at each facility to address youth work details. Funds required for the operation of the Work Detail Program shall be approved by the Regional Facilities Administrator and shall be paid from the program’s annual operating budget.
- B. Work details shall not conflict with school attendance.
- C. Youth shall not be permitted to perform any work prohibited by state and federal child labor laws. The Kentucky Child Labor Law poster regarding minor youth 14, but not yet 18, years of age shall be posted in a conspicuous place at the facility.

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- D. There shall be medical documentation for every youth who participates in work detail which shows that the youth is physically capable of doing the required work.
- E. Employees of the Department of Juvenile Justice shall be prohibited from entering into a work agreement with any youth under the care and custody of the Department. Reference DJJPP 104.

V. MONITORING MECHANISM

This activity shall be monitored by the Superintendent. The Division of Program Services shall conduct, at minimum, annual program audits.